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Executive Registry

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MEMORANDUM FOR: Executive Advisory Group Members

SUBJECT : Minutes of the 21 September 1976 Executive  
Advisory Group Meeting

On 21 September 1976 the Executive Advisory Group (EAG) discussed issues concerning the adequacy of guidance to employees on legalities in the wake of E.O. 11905 (EAG 9). Mr. Lapham reviewed a paper prepared by him for the EAG on this subject and raised several basic questions about the adequacy of our guidance as contained in regulations and elsewhere. Mr. Laphman and [ ] summarized a second paper concerned with a proposal for evaluating possible infringements of State and local law. Mr. Knoche noted the seriousness of many of the concerns raised and asked that [ ] lead a task force which will consist of the four Associate Deputy Directors, [ ] [ ] Mr. Knoche asked the task force to address five questions set forth below and to provide an interim report back to the EAG the week of 1 November 1976. The questions are:

How do we decide what should be incorporated in Headquarters regulations?

How do we arrange guidance for different categories of employees, so that employees get guidance that is relevant to the performance of their particular tasks without being flooded with other guidance that pertains to Agency functions or activities in which they are not engaged?

How do we encourage questions and inputs from the field in particularly troubling areas?

How can we improve systems for translating downward the impact of our regulations, handbooks, and related materials?

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What steps do we need to take to deal with covert domestic activities as discussed in the joint memorandum from Messrs. Lapham and [ ] dated 17 September 1976?

[ ]

✓ James H. Taylor  
Secretary  
Executive Advisory Group

cc: ADDA  
ADDI  
ADDO  
ADDS&T  
IG

[ ]  
Asst. Compt/R